



**OFFICE OF THE COUNTY ADMINISTRATOR  
COUNCIL ACTIONS REPORT  
REGULAR SESSION COUNCIL MEETING  
June 17, 2014  
6:00 p.m.**

**Call to Order:** Jackson

**Invocation:** Manning

**Pledge of Allegiance:** Manning

**Presentation of Resolutions**

- a. A Proclamation Honoring "Mosquito Control Awareness Week" - June 22-28, 2014:**  
The Chair presented the Proclamation to Tammy Brewer, Director, Richland County Vector Control.

**Approval of Minutes**

- a. Regular Session: June 3, 2014:** Approved as published.

**Adoption of the Agenda:** Adopted as published.

**Report of the Attorney for Executive Session Items**

- a. SLBE Software Program: Contractual Matter**
- b. Potential Property Purchase**
- c. Personnel Matter**
- d. Project LM**

**Citizen's Input:** No one spoke.

**Report of the County Administrator**

- a. County's 215th Anniversary Events:** The Public Information Office is planning three public events this summer, fall and winter to mark the County's 215th anniversary.
  - 1. History Program:** The Library will present a history program on July 10, 2014.
  - 2. Road Race:** A road race will be held on October 4, 2014.
  - 3. Community Drop-In:** A community drop-in is scheduled for December 18, 2014.

It is hoped marking the anniversary will provide opportunities for the community to learn more about the County. These efforts also are an opportunity to update historical references. Many online references and books only note the year the County was created and exclude 1799, the year it became a standalone district – and the year recognized on the County seal. (Note: Districts were precursor to counties.) In addition, publicity for the library program has been in conjunction with the July PLAN TOGETHER meetings to assist the Planning Department’s efforts in getting residents’ involved in the update of the Comprehensive Plan.

**b. Announcement of Top Three Qualified Program Development Teams:** The results of the RFQ process for the Program Development Team for the Penny Program were shared with Council and the three teams were introduced to Council:

- CECS Team
- ICA/Brownstone/MB Kahn Team
- ICE Team

**c. Introduction of New Employee:** Tony Edwards – Preconstruction Project Manager. Tony Edwards is a graduate of Clemson University, where he received a Bachelor of Science degree in Civil Engineering. His professional career includes previous work experience as a Transportation Engineer Associate with the North Carolina Department of Transportation, and a Design Engineer with a local engineering firm. For the past 6 1/2 years, Mr. Edwards has been employed with the South Carolina Department of Transportation as an Assistant Program Manager, where he managed the Florence County Sales Tax Program. Mr. Edwards is also a registered Professional Engineer in the State of South Carolina.

### **Report of the Clerk of Council**

**a. Community Relations Council Gala, June 27th, 6:00PM, Medallion Center, 7309 Garners Ferry Rd.**

### **Report of the Chairman**

**a. Program Development Team Timeline:** Mr. Jackson mentioned that this item will be a part of the Report of the Transportation Ad Hoc Committee.

**b. Contractual Matter:** Executive Session item.

### **1. Approval of Consent Items**

**a. 14-09MA  
Michael Boulware**

**PDD to PDD (6.81 Acres)**

**Jacobs Mill Pond Rd.**

**25810-03-08 & 09 [THIRD READING]:** Council gave third reading approval to the rezoning amendment. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**

- b. An Ordinance Amending the Richland County Code of Ordinances; Chapter 26, Land Development; Article VII, General Development, Site, and Performance Standards; Section 26- 176, Landscaping Standards; Subsection (f), Buffer Transition Yards; Paragraph (1)(a); and Amending Section 26-186, Development with Open Space Design Standards; Subsection (I), Development Requirements; Paragraph (7); so as to provide an exception to the buffer transition yard requirements [THIRD READING]:** Council gave third reading approval to the ordinance amendment. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- c. An Ordinance Amending the Fiscal Year 2013-2014 General Fund Annual Budget to appropriate \$133,000.00 of General Fund Unassigned balance for part time/temporary and postmortem pathology for the Coroner [SECOND READING]:** Council gave second reading approval to budget amendment in the amount of \$133,000. **ACTIONS: FINANCE, ADMINISTRATION, CORONER, BUDGET, LEGAL, CLERK OF COUNCIL**

**2. Third Reading Items**

- a. An Ordinance Amending the Richland County Code of Ordinances; Chapter 2, Administration; Article V, County Departments; Division 2, Public Works; Section 2-197, Use of County Equipment by Private Parties and During Public Emergencies; and Chapter 21, Roads, Highways and Bridges; Article I, in general; Section 21-4, Drainage on Private Property; and Section 21-16; so as to broaden the circumstances under which the County may perform emergency maintenance:** This item was deferred to the July 1<sup>st</sup> Council meeting. **ACTION: CLERK OF COUNCIL, ADMINISTRATION, PUBLIC WORKS**
- b. Authorizing an Amendment to the Master Agreement Governing the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to ratify and approve the internal distribution of revenues received from property located in the park; and other related matters:** Council gave third reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**

**3. Second Reading Items**

- a. An Ordinance Authorizing pursuant to Title 4, Chapter 1, Section 170; Title 4, Chapter 1, Section 175; and Title 4, Chapter 29, Section 68 of the Code of Laws**

of South Carolina, 1976, as amended, the execution and delivery of a Special Source Revenue Credit Agreement relating to Project Cesium; and matters relating thereto: Council gave second reading approval to the ordinance.

**ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, LEGAL, CLERK OF COUNCIL, FINANCE**

#### 4. Report of Administration and Finance Committee

- a. **Richland Office of Small Business Opportunity:** Council endorsed the concept of an Office of Small Business Opportunity. **ACTION: ADMINISTRATION, PROCUREMENT, HUMAN RESOURCES, FINANCE, LEGAL**
- b. **An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; Article V, County Departments; by adding a new division entitled 5A, Office of Small Business Opportunity; so that a new department will be created [FIRST READING]:** Council gave first reading approval to the ordinance amendment. **ACTION: LEGAL, CLERK OF COUNCIL, ADMINISTRATION, PROCUREMENT, HUMAN RESOURCES, FINANCE**
- c. **Richland County Water/Sewer/Industrial Waste User Rates:** Council approved the user rate guides. **ACTION: UTILITIES, FINANCE, ADMINISTRATION**
- d. **Water & Sewer Tap Fee Payment Plan:** Council approved the Water and Sewer Tap Fee Payment Plan. **ACTION: UTILITIES, FINANCE, ADMINISTRATION**

#### 5. Report of Economic Development Committee

- a. **Approval of Project Lullaby Set Aside Grant:** Council approved the acceptance of the Project Lullaby Set Aside Grant in the amount of \$50,000. **ACTION: GRANTS, FINANCE, ECONOMIC DEVELOPMENT**
- b. **Approval of Project Aquarius Set Aside Grant:** Council approved the acceptance of the Project Aquarius Set Aside Grants in the amounts of \$1,000,000 and \$500,000. **ACTION: GRANTS, FINANCE, ECONOMIC DEVELOPMENT**

#### 6. Other Items

- a. **Airport Subleasing Contract [ACTION]:** Council approved the proposed sublease arrangement provided that the following provision or one substantially similar to it be added thereto, namely:

“Throughout the contract period AMS shall provide the County’s Airport Director a certificate of insurance establishing the insurance required by this document and the State of South Carolina.” **ACTION: AIRPORT, PROCUREMENT, LEGAL,**

## **FINANCE**

- b. A Resolution to appoint and commission Toby B. Taylor as a Code Enforcement Officer for the proper security, general welfare, and convenience of Richland County:** Council approved the Resolution. **ACTION: FIRE MARSHAL, LEGAL, CLERK OF COUNCIL**
  
- c. Evaluation Committee Short List Report: Program Development Team Solicitation.** Council approved to accept the top three (3) qualified offerors in alphabetical order for the Program Development Team Solicitations: CECS Team, ICA/Brownstone/MB Kahn Team and ICE Team. **ACTION: TRANSPORTATION, ADMINISTRATION, PROCUREMENT, FINANCE, LEGAL**
  
- d. REPORT OF THE TRANSPORTATION AD HOC COMMITTEE:**
  - i. Program Development Team Presentations & Interviews:** Council approved the scheduling of the interviews for the Program Development Team contract on Monday, June 30, 2014, beginning at 9:30AM. Council approved the interview format of providing each interviewer 45 minutes to present, a 45 minute question and answering period, and 5 minutes for closing remarks. Council approved that the Evaluation Committee may submit questions that may be asked of individual teams to Council prior to the interview. **ACTION: CLERK OF COUNCIL, TRANSPORTATION, PROCUREMENT, ADMINISTRATION**
  
  - ii. On-Call Engineering Team Solicitation Preparation & Advertisement:** Executive Session item.
  
  - iii. CMRTA Budget Ordinance**
    - 1. An Ordinance Approving a Budget for and the distribution of the revenues from the one percent (1%) sales and use tax for Transportation Projects for Fiscal Year 2014-2015 and other matters related thereto [FIRST READING]:** Council gave first reading approval to the ordinance. **ACTION: CLERK OF COUNCIL, LEGAL, TRANSPORTATION, TREASURER FINANCE**
  
- e. REPORT OF THE DIRT ROAD AD HOC COMMITTEE:**
  - i. "Solicitation for Management and Design of Dirt Road Paving Program":** Council will review the RFQ to hire a firm to provide Program Management, Public Outreach, and design services for the dirt road paving program at the July 1, 2014 Council meeting. Council requested to be provided the scope of

services prior to reviewing the RFQ at the July 1, 2014 Council meeting.

**ACTION: TRANSPORTATION, PROCUREMENT, CLERK OF COUNCIL, LEGAL**

- ii. **Significant Purchase Ordinance Dirt Road Program:** Executive Session item.
- iii. **Dirt Road Priority Ranking Formula:** Council approved staff's recommended formula change in the ordinance. The Formula is based on cost per occupant with a through road factor. **ACTION: LEGAL, CLERK OF COUNCIL, TRANSPORTATION**
- iv. **Revised Ordinance: An Ordinance Amending the Richland County Code of Ordinances, Chapter 21, Roads, Highways and Bridges; Section 21-20, Road Paving Program; so as to add the Transportation Director and amend other language therein [FIRST READING]:** Council gave first reading approval to the ordinance amendment, provided that the proposed revisions are clearly indicated prior to the second reading of this item. **ACTION: LEGAL, CLERK OF COUNCIL, TRANSPORTATION**

7. **Citizen's Input:** No one spoke.

## 8. Executive Session

- a. **SLBE Software Program: Contractual Matter:** Council directed staff to proceed as discussed in Executive Session. **ACTION: PROCUREMENT, FINANCE, LEGAL, INFORMATION TECHNOLOGY, ADMINISTRATION**
- b. **Potential Property Purchase:** Council directed staff to proceed as discussed in Executive Session. **ACTION: ADMINISTRATION, LEGAL, FINANCE, SUPPORT SERVICES**
- c. **Personnel Matter:** This item was not discussed in Executive Session.
- d. **Project LM:** Council directed staff to proceed as discussed in Executive Session. **ACTION: ADMINISTRATION, LEGAL, PROCUREMENT, FINANCE**
- e. **Significant Purchase Ordinance Dirt Road Program:** Council approved to invoke the significant purchase ordinance for solicitations to manage the Dirt Road Program. **ACTION: TRANSPORTATION, PROCUREMENT, LEGAL**
- f. **On-Call Engineering Team Solicitation Preparation & Advertisement:** Council directed staff to revise the Significant Purchase Ordinance prior to the first reading of the ordinance at the July 1, 2014 Council meeting to allow it to be utilized in the selection of the On-Call Engineering Teams (OET). Also, Council will review the RFQ at the July 1, 2014 Council meeting. **ACTION: CLERK OF COUNCIL, LEGAL, PROCUREMENT, TRANSPORTATION**

**9. Motion Period**

- a. Due to the fact much information from private companies lately has contained the Richland County logo so prominently displayed to make the item appear as an official Richland County distribution and/or affiliated company. I am making the following motion: No company, group or individual may use the Richland County logo in any of their materials unless first receiving permission from the Richland County Administrator or his designee [MALINOWSKI]:** This item was sent to the Rules & Appointments Committee. **ACTION: CLERK OF COUNCIL**
- b. Review all Richland County Policies [JACKSON]:** This item was sent to the Rules & Appointments Committee. **ACTION: CLERK OF COUNCIL**
- c. No Tie July [MANNING]:** Approved.

**10. Adjournment:** Council adjourned at 8:20PM.